

The Fork Township Supervisor, Jack Bark Sr., called the regular meeting of the Fork Township Board to order at 7:00 p.m. The Pledge of Allegiance to the United States Flag was recited.

Roll call of board members: Jack Bark Sr., Cathleen A. Martin, Patti McNeilly, Penny Huffman and John Singer all present.

**Approval of the Minutes:** Penny Huffman moved to approve the minutes of 01-19-09 as presented. Patti McNeilly seconded. All ayes, motion carried

**Treasurers Report:**

General Fund	\$215,949.54
Fire Department	\$ 27,524.59
Fire Equipment	\$149,583.47
First Responders	\$ 12,515.64
Flake Cemetery	\$ 16,500.00
Tax Collection	\$ 79,256.88
West Chippewa	\$ 2,684.52
Merrill Lake Roads	\$ 1,533.71
Merrill Lake Park	\$ 315.03

Cathleen Martin moved to accept the Treasurers Report as presented. Penny Huffman seconded. All ayes, motion carried.

**Approval of the Bills:** Cathleen Martin moved to approve the following checks;

General Fund	checks # 8618-8646	totaling \$ 7,178.24
Fire Department	checks # 3481-3489	totaling \$ 1,587.77
First Responders	checks # 2178-2179	totaling \$ 144.80
W. Chipp. Vista	checks # 595	totaling \$ 370.00

John Singer seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.

**Public Comments:**

None

**Unfinished Business:**

- 1. Fork/Barryton Community Fire Department** –Fire Chief, Terry Vogel presented his monthly Chiefs report to the board. Cathleen Martin moved to approve the Fork Township Injury and Illness Report as presented. This form is to be used for all Fork Township departments. Penny Huffman seconded. All ayes, motion carried. Patti McNeilly moved to authorize the printing of the Fork Township Injury and Illness Report to be done by Big Rapids Copier. Quantity of 50 to be done. John Singer seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. Penny Huffman moved to authorize the purchase of 15

- pairs of gloves from SAMM @ the cost of \$41.00 each totaling \$165.00 plus S/H. Patti McNeilly seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. John Singer moved to authorize the purchase of 10 sections of hose from SAMM @ the cost of \$104.00 per section totaling \$1040.00 plus S/H. Penny Huffman seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. Patti McNeilly moved to have the Fire Chief schedule the annual physicals with Bob Hunttinga for all Fire and Rescue personnel at the flat rate of \$500.00. Penny Huffman seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. John Singer moved to authorize the scheduling of Fit Testing of 18 members at the cost of \$45.00 per person totaling \$729.90. Penny Huffman seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.
2. **Fork Township Rescue:** Terry Vogel, Supervisor of Rescue, presented the monthly Rescue report to the board.
  3. **Community Center:** Community Center Building Manager, Sabrina Greenspan presented her monthly report to the board. A copy of the revised Rental Contract was given to the board to review. Corrections will be made and emailed to board members for their approval. Cathleen Martin moved to authorize the expenditure of the Community Center Managers monthly allowance to purchase paper towels, dust mop treatment and lemon fresh cleaner. Patti McNeilly seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. Community Center Grounds Manager, Katie Bazaire had nothing to report at this time.
  4. **East Fork Cemetery:** Cathleen Martin moved to postpone this agenda item till March 28, 2009. John Singer seconded. All ayes, motion carried.
  5. **Barryton Lions/Bingo:** Each board member had a letter in their packet that was sent to the State of Michigan indicating the decision to waive the rental fees between the Fork Township Community Center and the Barryton Lions Club Bingo. Board was informed that everything we had to do was done and it was now up to the Barryton Lions Club on issues they needed to handle.

**Pubic Comments:**

Jennifer Johnson was present to inform the Township Board that names brought up on Workers' Comp Claims should not be brought up during and open meeting according to HIPPA laws.

Terry Vogel had noticed some seminar training material location on the table and indicated he would like to attend the MIOSHA training on March 19, 2009. Discussion followed. Penny Huffman moved to authorize Terry Vogel to attend the MIOSHA seminar being held on 3-19-09 and to see if Scott Newhall would like to attend the MIOSHA seminar being held on 3-15-09 with the Fire Department paying registration, mileage and per diems for both gentlemen. Patti McNeilly seconded. Roll call vote:

Fork Township Regular Meeting

February 16, 2009

Page 3 of 8

Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.

**New Business:**

1. **White Pine:** Board discussed the letter and information received from Mallory, Cunningham, Lapka & Scott, P.L.L.C. concerning an isolation area required around its water facilities by the MDEQ. Penny Huffman moved to authorize Jack Bark to take the Declaration of Well Isolation Area Agreement to Eric Williams for his opinion. John Singer seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.
2. **Damage Assessment Team Members:** The Mecosta County Equalization Department had sent out a Damage Assessment Team roster Update that needed to be filled out. Hearing no new volunteers, Supervisor, Jack Bark Sr. state he would put his name down.
3. **Mecosta County Townships Association / FEMA:** Information from Shila Kiander, Director of the Mecosta County Equalization Department sent out information regarding FEMA flood map adoption & NFIP (National Flood Insurance Program) Information. A meeting was held in December of 2008 with poor to no attendance due to weather. At the Mecosta County Chapter meeting is was discussed to invite Les Thomas from the MDEQ back to speak at the County Chapter meeting. This meeting will be held on April 27, 2009 at the Morton Township Hall.
4. **Salary Resolutions:**

## **FORK TOWNSHIP**

### **Resolution to Establish Township Officers Salary R-2009-01**

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Fork Township to determine the salaries for the offices of supervisor for fiscal year 2009-2010 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on February 16, 2009 the township board adopted a resolution to hold the township annual meeting on March 28, 2009 and

WHEREAS, the township board deems that adjustments in the salary of the office of supervisor, is warranted in consideration of increase in the cost of living and other considerations within surrounding areas of Fork Township, Now

THEREFORE BE IT RESOLVED, that as of April 1, 2009, the salary for the following township office shall be

Supervisor... \$ 8,500.00, if the supervisor is not certified at the appropriate assessor level and / or is not actively involved in preparing the township assessment roll

BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held March 28, 2009 at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this day February 16, 2009, is properly adopted by the Fork Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member Cathleen A. Martin

Seconded by board member Penny Huffman

Upon a roll call vote, the following voted: "Aye" 5 (five)  
"Nay" 0 (zero)

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

## **FORK TOWNSHIP**

### **Resolution to Establish Township Officers Salary R-2009-02**

WHEREAS, Michigan Complied Law 41.95 authorizes the township board of Fork Township to determine the salaries for the offices of supervisor for fiscal year 2009-2010 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on February 16, 2009 the township board adopted a resolution to hold the township annual meeting on March 28, 2009 and

WHEREAS, the township board deems that adjustments in the salary of the office of clerk, is warranted in consideration of increase in the cost of living and other considerations within surrounding areas of Fork Township, Now

THEREFORE BE IT RESOLVED, that as of April 1, 2009, the salary for the following township office shall be

Clerk... \$ 11,691.00

BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held March 28, 2009 at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this day February 16, 2009, is properly adopted by the Fork Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member Cathleen A. Martin

Seconded by board member Patti McNeilly

Upon a roll call vote, the following voted: "Aye" 5 (five)

"Nay" 0 (zero)

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

## **FORK TOWNSHIP**

### **Resolution to Establish Township Officers Salary R-2009-03**

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Fork Township to determine the salaries for the offices of supervisor for fiscal year 2009-2010 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on February 16, 2009 the township board adopted a resolution to hold the township annual meeting on March 28, 2009 and

WHEREAS, the township board deems that adjustments in the salary of the office of treasurer, is warranted in consideration of increase in the cost of living and other considerations within surrounding areas of Fork Township, Now

THEREFORE BE IT RESOLVED, that as of April 1, 2009, the salary for the following township office shall be

Treasurer...                      \$ 11,691.00

Fork Township Regular Meeting

February 16, 2009

Page 6 of 8

BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held March 28, 2009 at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this day February 16, 2009, is properly adopted by the Fork Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member Patti McNeilly

Seconded by board member John Singer

Upon a roll call vote, the following voted: "Aye" 5 (five)  
"Nay" 0 (zero)

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

## **FORK TOWNSHIP**

### **Resolution to Establish Township Officers Salary R-2009-04**

WHEREAS, Michigan Compiled Law 41.95 authorizes the township board of Fork Township to determine the salaries for the offices of supervisor for fiscal year 2009-2010 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, on February 16, 2009 the township board adopted a resolution to hold the township annual meeting on March 28, 2009 and

WHEREAS, the township board deems that adjustments in the salary of the office of trustee, is warranted in consideration of increase in the cost of living and other considerations within surrounding areas of Fork Township, Now

THEREFORE BE IT RESOLVED, that as of April 1, 2009, the salary for the following township office shall be

Trustee...	\$ 1,635.00
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BE IT FURTHER RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held March 28, 2009 at which time the electors may modify this resolution. Pursuant to MCLA 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to

Fork Township Regular Meeting

February 16, 2009

Page 7 of 8

act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted this day February 16, 2009, is properly adopted by the Fork Township board at least 30 days prior to the annual meeting, as required by law.

Moved by board member Penny Huffman

Seconded by board member John Singer

Upon a roll call vote, the following voted: "Aye" 5 (five)  
"Nay" 0 (zero)

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

5. **Proposed 2009-2010 Budgets:** Supervisor, Jack Bark Sr. presented the proposed budgets he had prepared for fiscal year 2009-2010 to the board. There was little discussion on the proposed budgets. John Singer moved to approve the proposed budgets as presented and to present them to the electors at the Budget Hearing on Saturday, March 28, 2009 at 9:00 a.m. Penny Huffman seconded. All ayes, motion carried.
6. **Set Annual Meeting & Publications:** Cathleen Martin moved to set the Fork Township Annual Meeting and Budget Hearing on March 28, 2009 at 9:00 a.m. Patti McNeilly seconded. All ayes, motion carried. Cathleen Martin moved to authorize the publication of the Annual Meeting, Budget Hearing and Regular Meeting notice. Patti McNeilly seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.

**Reports:**

**Jack Bark Sr., Supervisor-** Jack reported that the Assessing worksheets were printed off and ready for March Board of Review. Jack also stated that the Board of Review Members would be attending this Friday's MTA Training.

**Cathleen A. Martin, Clerk-** Cathleen reported that she would like to make checks out weekly for all account for the Township. She has been receiving bills right after the meetings and due before the next meetings. John Singer moved to authorize the Clerk and Treasurer to make checks out weekly for all account for the Township. Still having a complete list of bills presented each month at the Board meetings. Penny Huffman seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried. Cathleen reported all correspondence is available of the board meeting table. With the Regular meeting being held on the last Saturday of the month, Cathleen Martin moved to authorize the salary and wages all be cut as usual, not waiting till the end of the month. Jack Bark Sr.

Fork Township Regular Meeting

February 16, 2009

Page 8 of 8

seconded. Roll call vote: Cathleen Martin-yes, Patti McNeilly-yes, Penny Huffman-yes, John Singer-yes and Jack Bark Sr.-yes. All ayes, motion carried.

**Patti McNeilly, Treasurer-** Patti informed the Board that she forgot to get the gift cards this past month and if the board still wanted her to get them she would still do it. Board indicated for her to still get them.

**Penny Huffman, Trustee-** Penny informed the Board that she had bought some foam rubber seal to be installed around the Office door.

**John Singer, Trustee-** nothing to report.

**Adjournment:**

Cathleen Martin moved to adjourn the meeting. Jack Bark Sr. seconded. All ayes, motion carried. Meeting adjourned at 9:50 p.m.

Cathleen A. Martin, Fork Township Clerk

Approved:

Jack Bark Sr., Fork Township Supervisor